

B0002 – PA Actions Monitoring Report

Users who can access this report: Disp HR Direct, HR Request, HR Appr.

All PA actions are from workflow unless executed by BEST HR. There are two instances where a PCR could be missing: Either the Agency changed data so it did not pick up the PCR or BEST HR did the Action.

* Filter on:

Variable Entry

Available Variants: [Show Variable Personalization](#)

General Variables			
Variable ⇅	Current Selection		Description
* Organizational Unit	20000000	<input type="checkbox"/>	
* Processed Month/Year (Single Va	12/2009	<input type="checkbox"/>	
Processed Date(s) (Optional)		<input type="checkbox"/>	
Actions by Type (Optional)		<input type="checkbox"/>	
Action Reason (Optional)		<input type="checkbox"/>	
Employee(s) PersNo. (Optional)		<input type="checkbox"/>	

*Report

Org Unit		Employee	Employee's Name	Effective Date	Processed Date	PCR ID
20000000	DISNEY	01	MOUSE, MICKEY	12/14/2009	12/22/2009	1000119236
20000000	DISNEY	02	MOUSE, MINNIE	01/01/2009	12/04/2009	1000117065
20000000	DISNEY	03	DUCK, DONALD	12/31/2009	12/07/2009	1000117375
20000000	DISNEY	04	DUCK, DAISY	12/30/2009	12/07/2009	1000117339
20000000	DISNEY	05	GOOFY	12/31/2009	12/07/2009	1000117416
20000000	DISNEY	06	CINDERELLA	11/24/2009	12/08/2009	#
20000000	DISNEY	07	WHITE, SNOW	12/06/2009	12/14/2009	1000118799

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Action Type		Action Reason		Changed By	Number of Actions
Z8	Transfer (NC)	08	Grade-Band Transfer	Walt Disney III	1
ZG	Separation (NC)	10	Retirement Disability	Walt Disney III	1
ZG	Separation (NC)	26	Cancel Sep Pay Continuation	Walt Disney III	1
ZG	Separation (NC)	26	Cancel Sep Pay Continuation	Walt Disney III	1
ZG	Separation (NC)	26	Cancel Sep Pay Continuation	Walt Disney III	1
ZF	SeparationPayContinuation(NC)	04	Separation ShortTermDisability	Walt Disney III	1
ZG	Separation (NC)	26	Cancel Sep Pay Continuation	Walt Disney III	1

* Initial Selection Criteria

▼ Columns
▪ Key Figures
▼ Rows
▪ Org Unit
▪ Employee
▪ Employee's Name
▪ Effective Date
▪ Processed Date
▪ PCR ID
▪ Action Type
▪ Action Reason
▪ Changed By

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* Additional Selection Criteria

- ▼ Free characteristics
 - Cal. Year/Quarter
 - Calendar Year/Month
 - Employee Pay Area
 - Employee Pay Group
 - Employee Pay Level
 - Employee Pay Type
 - Employee Subgroup
 - Employment Status
 - ES Grouping for CAP
 - Job
 - Payroll Area
 - Personnel Area
 - Position
 - Prior Position
 - Processed in Cal Yr
 - Processed in Fiscal period/year
 - Processed in Fiscal year
 - State
 - Supv EE
 - Supv Position

- This report pulls from IT0000, IT0302 – Action (It lists the actions by Action Type). This report is run for one or multiple Organizational Units and Calendar Month. You can use Free Characteristics to add additional data to the report.
- ‘Columns’ shows the field selections that are displayed on the report.
- ‘Free Characteristics’ shows the additional field selections that can be dragged and dropped in and out of the report.
- This report lets you view actions by type and the person who executed the action.